



OPERATIONS MEMO

Update from the California Student Aid Commission

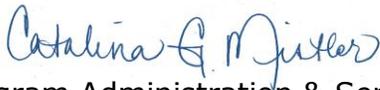
STATE OF
CALIFORNIA



January 25, 2017

GOM 2017-03

TO: Financial Aid Administrators

FROM: Catalina G. Mistler 
Deputy Director, Program Administration & Services Division

SUBJECT: **2016-17 Middle Class Scholarship Processing Update**

This Operations Memo from the California Student Aid Commission (Commission) provides the latest information on the Middle Class Scholarship (MCS) processing cycles and an update on the frontloading extra dollar for the University of California (UC) and California State University (CSU) campuses.

Increasing Job Processing: MCS processing of payment and corrections will be completed every Tuesday as a mid-week run. Please be sure to not include enrollment files in the mid-week cycle as they will not process. The first Mid-week cycle will run on January 31, 2017 and will produce the following:

- Roster Files
- Accept/Reject Report
- Student Reconciliation Report
- Payment Activity Report
- Claim Schedule will be sent to State Controller's Office

Note: The mid-week cycle will not include the processing of the **Enrollment Files** and **MCS-CG Sync Job**. These MCS jobs will continue to process over the full weekend runs.

Frontloading Extra Dollar: MCS Students awarded an odd dollar amount in their other aid (Federal Aid, Institutional Aid and State Aid) were getting the extra dollar allocated to Winter or Spring term. The extra dollar was not being correctly frontloaded to the Fall term. Moving forward, new awards will have correct frontload changes and the Commission will not retroactively make changes to students' records. The fix will be in effect by the weekend of January 27, 2017.

Please keep in mind that this is different from the rounding dollar **term award amount** recalculation. Implemented changes are only for other aid (Federal Aid, Institutional Aid and State Aid).

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